

**Minutes of the
Manitowoc-Calumet Library System
Board of Trustees Meeting
May 26, 2021
Manitowoc Public Library**

The regular meeting of the Manitowoc-Calumet Library System Board was called to order at the Manitowoc Public Library on Wednesday, May 26, 2021, at 5:30 p.m., by President of the Board, Ray Mueller.

Members Present: Ron Dietrich, Julie Grinde, Linda Hunter, Cheryl Kjelstrup, Ray Mueller, Darcie Schwalenberg-Kesler, Jeremy Sehloff, Ron Ziolkowski

Members Absent: Jim Baumann, Sarah Greuel, Sue Lisowe, Peggy Turnbull, Chuck Krueger

Others Present: Rebbecca Barry, Lydia Blatz, Julia Davis, Jeff Dawson, Rebecca Schadrie, Kristin Stoeger, Jon Swanson, Margie Verhelst, Kate Verhelst

Agenda Adjustment: Mueller proposed to adjust the agenda to move the review of the 2020 audit financial statements by CLA, agenda item 11-a, to the beginning of the meeting. A motion was made by Kjelstrup and seconded by Ziolkowski to change the agenda. Motion carried.

Jon Swanson from CLA reviewed the 2020 audit financial statements with the Board. A motion was made by Dietrich and seconded by Ziolkowski to approve the 2020 audit financial statements. Motion carried.

Minutes: A motion was made by Grinde and seconded by Hunter to accept the minutes of the March 31, 2021, MCLS Board meeting. Motion carried.

Financial Business: A motion was made by Kjelstrup and seconded by Ziolkowski to approve the March and April 2021 financial reports. Motion carried.

A motion was made by Kjelstrup and seconded by Hunter to approve the April and May 2021 payment of bills. Motion carried.

A motion was made by Hunter and seconded by Grinde to approve the LARS financial report through April 2021. Motion carried.

A motion was made by Grinde and seconded by Dietrich to approve the Reach Out and Read report through April 2021. Motion carried.

System Director's Report: A written report was included in the Board packets. Schadrie shared updates on where Ascension Calumet Hospital stands with their approval for the Reach Out and Read program, as well as Aurora's commitment to an additional \$6,000 in funds for the program. Kjelstrup voiced opinion on public input occurring at MCLS County Library Advisory Committee meetings that are not germane to the operations of MCLS.

System IT/ILS Specialist's Report: A written report was included in the Board packets. Verhelst noted nothing new or out of the ordinary occurred.

Administrative Assistant's Report: A written report was included in the Board packets. Kate Verhelst discussed some of the newly introduced duties to the position that she has taken on.

Member Library Directors' Reports: Reports were presented by Lydia Blatz, Jeff Dawson, Julia Davis, Rebecca Barry, and Kristin Stoeger.

New Business:

Review of 2020 Audit Financial Statements: Moved up to first item on agenda.

Approve 3-Year Lease Agreement with MPL: Reviewed lease agreement. A motion was made by Dietrich and seconded by Hunter to approve the lease agreement. Motion carried. Mueller signed agreement.

Trustee Education – MCLS Meeting Arrangements: Mueller questioned Board on thoughts on meeting arrangements going forward. Verhelst was asked to send out a survey to be completed before the next board meeting, where results will be discussed.

Confirm date and set place for next meeting: The next MCLS Board meeting will be held on Wednesday, July 28th, 2021, at 5:30 p.m., at the Manitowoc Public Library.

Adjourn: A motion to adjourn was made at 6:43 p.m. by Hunter and seconded by Kjelstrup. Motion carried.

Respectfully submitted,

Kate Verhelst